

Game and Parks Program Specialist

E43430

DISTINGUISHING CHARACTERISTICS: (A position is assigned to this class based on the scope and level of work performed as outlined below.)

Under general supervision, is responsible for one or more major statewide programs used heavily by the public which produces significant funding for the agency. This class is distinguished from other program managers/specialists in that this class has oversight of construction projects and assists in development of construction plans/specifications and permits. This is full-performance, journey level work which includes responsibility for program[s] within the scope of the assigned division; performs other duties as required.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Responsible for all matters associated with researching, planning, and implementing the assigned program[s].

Serves as liaison to other Game and Parks divisions, local, state, and federal agencies, and all levels of the public.

Research, develop and gather data pertinent to the development, maintenance, and growth of the assigned program[s].

Determine needs of recreational users/participants as they relate to the Program[s] needing oversight.

Evaluate information and assist in recommending, planning, designing, and implementing assigned program[s], which includes identifying and complying with all relevant local, state, and federal laws, rules and regulations.

Assist in preparation of construction plans, specifications and permits for all assigned program[s]; includes working closely with Game and Parks Engineering division and private engineers and consultants to recommend and assist with project designs.

Assist in the collection and analysis of field data required for program developments; includes monitoring and inspecting sites for projects from inception through completion.

Serve as lead for the new projects within the assigned program[s].

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED: (These are needed to perform the work assigned.)

Knowledge of: local, State and Federal environmental laws, regulations, and standards applicable to the assigned program; biological, physical and chemical sciences as they apply to ecosystems; best management practices as they effect environmental quality and safety.

<Class Code> – <CLASS TITLE> - continued

Ability to: Ability to: present and defend agency policy and procedures; prepare complex technical papers and reports; work independently and use the abilities of others to achieve objectives; use computers and other tools for data storage and analysis.

MINIMUM QUALIFICATIONS: (Applicants will be screened for possession of these qualifications. Applicants who need accommodation in the selection process should request this in advance.)

Bachelor of Science Degree in a field related to the program assigned plus two years of work experience in a related field. Education background should include soil science, chemistry, geology, hydrology, limnology, biology, statistics, technical writing, resource planning, and relevant computer software applications.

LEGAL REQUIREMENTS: (These qualifications are mandated by federal/state laws, statutes, and/or regulations.)

SPECIAL NOTES:

State agencies are responsible to evaluate each of their positions to determine their individual overtime eligibility status as required by the Fair Labor Standards Act (FLSA).

Established: 01/1998

Note: Classification-specification is subject to change. Please refer to the Nebraska State Personnel Job Specification website at <https://das.nebraska.gov/personnel/classcomp/jobspecs/jobspecs.html> to ensure this represents the most current copy of the description.

The following is a summary of changes made to this class specification.

Section	Change Description	Effective Date
All Sections	Updated to incorporate more broad program language	4/4/2023